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January 9, 2019 MEETING PUBLIC MINUTES
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Minutes: January 9, 2019

The regular board meeting of the New Hampshire Board of Veterinary Medicine was held at the State House Annex, Room 201, 25 Capitol Street, Concord, NH.

Members present: President:, Simon George, DVM; Vice President: Dr. Sonnya Dennis, DVM; Judith Leclerc, DVM;; Kirk Smith, DVM:, DVM, Stephen K. Crawford, DVM, EX Officio Member;

John MacGregor, DVM arrived at 9:16 am

Staff: Kim M. Lavoie, Administrative Secretary; JD Lavallee, Board Counsel

Absent: Elaine Forst, Temporary Public Member

Public present: Becky Gallant, NH Veterinary Tech Association; Ed Carlson, Treasurer NH Veterinary Tech Association; Patty Pate, Secretary NH Veterinary Tech Association; and Dan Kadle

PUBLIC SESSION

The public segment of the meeting was called to order at 8:56 a.m.

1. The November 28, 2018 public minutes were reviewed. Dr. Crawford motioned to approve the public minutes with one correction. Dr. George seconded. So moved.
2. AAVSB, Administrative Monetary Penalties-to be filed.
3. AAVSB, Board Basics & Beyond – Dr. Smith is not available on that date. Dr. Dennis commented that it is a wealth of information, and suggested that Board Counsel, JD Lavallee, attend. Attorney Lavallee said he would consider it.
4. NHVMA-Administrative secretary will send a letter to the Governor requesting information about the procedure for Elaine Forst, our public temporary member.
5. Updates for web site-Dr. Dennis will update information and send to administrative secretary. It will then be posted to the web site.
6. Board President, Dr. George, asked the public attending, if they would like to address the Board with any questions/concerns they might have. Rebecca Gallant, NH Veterinary Tech Association, discussed changes she would like to see in our rules in reference to veterinary technicians. She and her organization endorse the veterinary nurse initiative and would like to see veterinarian technicians certified in NH. She will email her suggestions for the rules meeting to Kim Lavoie, Administrative Secretary.

Dan Kadle had a series of questions and comments for the Board. Mr. Kadle had asked why veterinarians who had temporary permits were not on our web site. Administrative secretary, Kim Lavoie, responded by saying that a lot of the information that goes into the system for a temporary permit is the same as a complete licensure. With limited resources, these extra steps are redundant. Mr. Kadle also asked if there was a venue that a complainant could utilize to get medical records of their pet should the veterinarian refuse to give them to him/her. Dr. Crawford responded by saying, that by law, they are supposed to give them to the owner upon request, and that he would reach out to Board Counsel to see if there is a protocol to retrieve the medical records. Mr. Kadle asked a series of questions about the recusal process for Board members. When the line of questioning appeared redundant, Dr. George, President of the Board, directed the meeting to move forward. Mr. Kadle thanked the Board for their time.

At 9:41 am, Dr. Crawford motioned to recess the public meeting until the Board of Pharmacy arrived. Dr. MacGregor seconded. So moved.

At approximately 9:55 am, 3 members of the Board of Pharmacy, Michael Bullek, Administrator/Chief of Compliance; Robert Elder, Compliance Investigator; and James Queenan, Compliance Investigator, arrived to discuss procedure in reference to inspections and other tasks they perform that relate to the Board of Veterinary Medicine. In discussion the BOP discussed customizing their inspection forms to better inspect veterinary practices as they are not the same as human medicine. Mr. Queenan stated that if a facility does only veterinary drugs then they aren't inspected. He continued to say that approximately 40%-50% of veterinary facilities don't have an inventory report, which is a violation. He continued to say that veterinarians see inventory logs as their inventory reports.

Mr. Elder suggested we could propose to the legislature to change the rules clarifying the difference between veterinary medicine and human medicine.

Mr. Queenan mentioned a list of items starting with the Biennial Inventory to the ordering, storage, and waste of (NIOSH) hazardous drugs. Mr. Queenan mentioned that practices should have a policy and procedure in place of how hazardous drugs are kept and accounted for. Mr. Bullek added that this is a good way to be held to a standard and that the BOP will use that to verify how things are done when inspecting veterinary facilities. Mr. Queenan also mentioned that they find that some vets don't have thermometers in their refrigerators and that compounding has to be done by strict criteria. Mr. Bullek mentioned that in some cases controlled drugs are not stored properly in vehicles. He suggested that we should come up with a policy using a lock box for controlled drugs in vehicles. Mr. Bullek suggested the Board of Veterinary Medicine go through the handouts they supplied the Board with, and customize it for the BOP inspections. We thanked the gentlemen for their time and for their helpful information.

Upon the motion of Dr. Crawford and second of Dr. Dennis the Board, by roll call vote, resolved to conduct a non-public session for the purpose of discussing investigations of alleged licensee misconduct, noting that such a non-public session is authorized by RSA 91-A:3, II, (c) RSA 91-A:3, II (e), RSA 91A:5, IV, Lodge V. Knowlton, 118 NH 574 (1978), and the board's executive and deliberative privileges. Each member recorded his or her vote on the motion, which passed by unanimous vote of all members present.

The non-public segment of the meeting was held.

Upon the motion of Dr. Crawford and the second of Dr. Dennis, the Board, by roll call vote, resolved to withhold the minutes of preceding non-public sessions from public disclosure pursuant to RSA 91-A:3, III, on the grounds that public disclosure would be likely to affect adversely the reputation of a person other than a board member and to render the proposed action ineffective. Each member recorded his or her own vote on the motion, which passed by the unanimous vote of all members present.

Respectfully Submitted,



Kim M. Lavoie, Administrative Secretary
Authorized Representative of the
NH Board of Veterinary Medicine